

Approved
MEETING MINUTES
STATE CONSUMER AND FAMILY ADVISORY COMMITTEE

July 12, 2007

Present: Beaufort Bailey, Carl Britton-Watkins, Wilda Brown, Terry Burgess, Marianne Clayter, Zack Commander, Bill Cook, Kathy Daughtry, Carol DeBerry, Libby Jones, Ron Kendrick, Carl Noyes, Tisha O’Neal-Gamboa, Marian Spencer, Andrea Stevens, David Taylor, Jr., Amelia Thorpe and Cynthia Vester.

Absent: Judy Dempsey, Fred McClure and Dorothy O’Neal.

DMH/DD/SAS Staff Present: Director Mike Moseley, Deputy Director Leza Wainwright, Chris Phillips, Ann Remington, Cathy Kocian and Jesse Sowa.

Guests: Carolyn Anthony, Gail Bozwell, Gerri Smith and Judy Taylor.

Presenter & Topic	Discussion	Action
Welcome: Carl Britton-Watkins, SCFAC Chair	<ul style="list-style-type: none">• The meeting was called to order at 9:30 AM.• Carl Britton-Watkins welcomed the two new SCFAC members, Marianne Clayter and Carl Noyes.	The agenda was approved. The June 2007 minutes were approved with changes.
Bylaws	<ul style="list-style-type: none">• SCFAC members voted unanimously to approve the revised bylaws and accept Article 5: Membership. Section 4: Attendance. <i>Three unexcused absences within a year will require the Chairman to contact the member as to his/her ability or interest in remaining a member. The Chairman will report this to the appointing authority.</i> <i>Four unexcused absences will require the Chairman's recommendation to the appointing authority that a replacement should be appointed.</i>	The revised bylaws were approved as written.
Public Comment/Issues Session	<ul style="list-style-type: none">• Cynthia Vester announced that she was recently awarded the Senior Volunteer Award through Community Affordable Housing Equity Corporation (CAHEC). In addition, Ms. Vester stated that there is a new database in place for North Carolina housing and information which can be accessed via the website at www.nchousingsearch.org.• David Taylor, Jr., is going to be attending the National Association of Persons in Supported Employment (NAPSE) Conference in Kansas City, Missouri. Mr. Taylor will be co-presenting with Jim Swain, NC Vocational Rehabilitation. David plans to present on Micro Enterprise, his present	

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	<p>business.</p> <ul style="list-style-type: none"> • The National Association of Peer Specialists is hosting their first national conference on August 16-17, 2007 in Denver, CO. The conference is designed for peer specialists and will include various workshops that highlight practical skills. Conference information can be found at http://www.naops.org/id35.html. • Tisha Gamboa-O'Neal requested clarification on SCFAC term limits. All SCFAC terms expire on the last day of June of the specified terms. • Terry Burgess requested that the SCFAC coordinators be added to the SCFAC map. In addition, he would also like to have the SCFAC website link be included on the map. 	
<p>External Advisory Team Carl Britton-Watkins</p>	<ul style="list-style-type: none"> • Carl Britton-Watkins reviewed EAT documents distributed by Judy Dempsey and Dorothy O'Neal. At the last EAT meeting, the Staff Qualifications work group reviewed rules on determining credentials including the document, <i>Suggestions for Revision of the Core Rules for Staff Qualification</i>. The following related topics were also discussed during the work group meeting: <ul style="list-style-type: none"> ○ Experience with Population Served, ○ Licensure and Licensed Clinicians, ○ Status of QPs, ○ Supervisory Knowledge and Skills needed for Community Support Services, ○ Training, and ○ Rules. • SCFAC members discussed the needs of consumers and family members and the importance of providers and LME staff regarding provision of continuity of care. Several members expressed concerns regarding the constant discussion of credentials and acronyms and the fact that many consumers and family members don't understand the credentialing process. In addition, several LMEs have hired Communications Managers to assist with the dissemination of information to the public. 	
<p>Discussion with Division Leadership Mike Moseley and Leza Wainwright</p>	<ul style="list-style-type: none"> • Leza Wainwright distributed the Department of Health and Human Services Division of Mental Health, Developmental Disabilities and Substance Abuse Services Budget Options for SFY 2007. In addition, she passed out a handout titled <i>Activities required by Division of Mental Health, Developmental Disabilities and Substance Abuse Services not in contention in House and Senate Budgets</i>. Leza and SCFAC members discussed each one of the following activities: <ul style="list-style-type: none"> ○ Impose cost sharing under CAP-MR/DD, ○ Determine if LMEs want to earn SA and crisis services or be paid as a grant, ○ SA "nominal incentives," 	

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	<ul style="list-style-type: none"> ○ LMEs and jails, ○ Transitional residential housing, ○ Uniform screening tool, ○ Crisis funds, ○ ED Reporting, ○ Hospital Pilot, ○ Distribute Mental Health Trust Fund, ○ Mental Health Trust Fund Annual Report, ○ Single Stream Funding, ○ LMEs & Medicaid waivers, ○ Decategorize Developmental Therapies money, ○ CAP-MR/DD waivers, ○ County Funds, ○ Consumer income, ○ LME Funding, ○ Update Developmental Center Plan and ○ Revised allocation methodology. <ul style="list-style-type: none"> ● The following activities represent potential requirements that are in controversy: <ul style="list-style-type: none"> ○ Community Support, ○ LME Utilization Review, ○ Contract with Kenan Flagler Business Schools and ○ IOM Substance Abuse task force. ● Mike Moseley commented on the major workforce crisis that is occurring around the country. In addition, he stated that the General Assembly wants the LMEs to have more control, authority and flexibility of how they will manage their business. The LMEs will have increased responsibility for managing the service system in their communities. ● Mike Moseley referenced the importance of the new service entitled Care Coordination that was also to be effective in local communities as of July 1, 2007. ● SCFAC members inquired about House Bill 973-Mental Health Equitable Coverage. The bill was scheduled to be reviewed by the House today at 1:00 pm. At this time the bill includes full parity for 9 mental health diagnoses. 	
Study Group on Guardianship Wilda Brown	<ul style="list-style-type: none"> ● SCFAC members reviewed the letter Wilda Brown drafted in response to the letter received from the Beacon Center CFAC regarding Guardianship issues. ● Wilda presented an overview of the SCFAC study group. The group was developed to determine the extent of the problem of vulnerable individuals currently under guardianship being moved without the responsible party being notified. Five steps were included in the draft plan: <ol style="list-style-type: none"> 1. State the purpose of the study. 	<p>The letter was signed by the SCFAC Chair and will be mailed to Ed Masters c/o the Beacon Center.</p>

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	<ol style="list-style-type: none"> 2. Develop a letter with appropriate questions to gather data. 3. Sources of needed data: <ul style="list-style-type: none"> • CFACs, • Family Members, and • Division of Advocacy Personnel. 4. Compile and evaluate data. 5. Possibly make recommendations to the Division of MH/DD/SAS. 	
Concerns and Complaints Ron Kendrick	<ul style="list-style-type: none"> • Ron Kendrick distributed a draft document titled <i>Concerns and Complaints Sub-committee</i>. The function of this sub-committee is to provide a communication channel within the SCFAC to receive and respond to concerns and complaints. The primary objective is to assist with resolution by helping to establish system understanding and communications with the proper authority. A second objective is to identify issues which are appropriate for the SCFAC to address. SCFAC members unanimously approved the document as written. 	All concerns and complaints will be sent directly to: state.cfac@ncmail.net
Executive Leadership Team Carl Britton-Watkins	<ul style="list-style-type: none"> • Carl stated that ELT was a very short meeting this month. Carl advised SCFAC members that he had discussed the SCFAC annual report with ELT members. It was determined that the best time to distribute this report would be in September 2007 and the report needs to include SCFAC activities and accomplishments. 	
Local CFAC to SCFAC Report Marian Spencer, Kathy Daughtry and David Taylor, Jr.	<ul style="list-style-type: none"> • Marian Spencer acknowledged that Orange-Person-Chatham (OPC) CFAC recently submitted their local CFAC to SCFAC report. Their feedback was added to the final report. The committee members plan to contact local CFACs who have requested technical assistance. • SCFAC members have requested the assistance of the Division of MH/DD/SAS Quality Management (QM) staff with the development of future reports and reporting mechanisms. Kathy Daughtry stated that she has spoken to Adolph Simmons, Division QM staff member and he has a more comprehensive way to collect information on a semi-annual basis. • The sub-committee members decided that the CFAC Data Report needed to be addressed to CFAC Chairs and also cc'd to LOC members, the Secretary, Mike Moseley, the NC Council of Community Programs, the NC Association of County Commissioners, LME Boards, LME Directors and LME CFAC Liaisons. • Tisha Gamboa-O'Neal requested permission to publish two pages from the CFAC Data Report in the NC Mental Health Consumers Organization Newlsetter. SCFAC members approved her request. 	<p>The Division's QM staff has agreed to assist SCFAC members with future reports.</p> <p>The CFAC Data Report will be sent out via email and US Mail to CFAC Chairs and people on the cc list.</p>
Provider Performance Measures Kathy Daughtry	<ul style="list-style-type: none"> • Kathy Daughtry informed SCFAC members that Adolph Simmons (QM) is developing a template containing performance criteria consistent with the 	

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	DHHS/LME contract. Providers will be required to report data to the LME to be in line with the Provider Performance contract. Carl Britton-Watkins stated that all providers are being required to be nationally accredited within three years in order to provide services.	
SCFAC Budget Discussion Andrea Stevens and Kathy Daughtry	<ul style="list-style-type: none"> • Andrea Stevens suggested that SCFAC have a budget for the purpose of structure. Discussion included the possibility of having a budget that includes money for discretionary purposes (training, conferences, phone bills, travel reimbursement, etc.). Several SCFAC members would like the ability to make decisions on their own regarding conferences and training. • At this time, SCFAC members have been approved and reimbursed for all travel and expenses that have occurred as a direct result of fulfilling the statutory functions of the committee. Chris Phillips had also approved past expenses for the Local CFAC to SCFAC Report Sub-committee to meet in a centralized location to work on the report. 	SCFAC members unanimously voted to consider a logistics committee at the August SCFAC meeting.
Next Meeting Date	<ul style="list-style-type: none"> • The next meeting is scheduled for August 9, 2007, from 9:30 A.M.–3:00 P.M. Meetings are held at the Holiday Inn North, 2805 Highwoods Blvd., Raleigh. 	
August 2007 Meeting Agenda	Approval of the Agenda. Approval of the July 2007 minutes. Discussion with Division Leadership. Public Comment & Issues Session. SCFAC Communications Sub-committee External Advisory Committee Update. Executive Leadership Team Update. Logistics Committee Discussion Provider Performance Measures Sub-Committee Report. Guardianship Study Group. SCFAC Concerns and Complaints Sub-Committee report. National Association of Persons in Supported Employment (NAPSE)	
Future Discussion	Bob Kurtz, Presentation on the Crisis Intervention Team (CIT) projects. Budget Presentation from Kent Woodson, Division of MH/DD/SAS	